



MULTIFAMILY/COMMERICAL TREE REMOVAL PERMIT GUIDELINES:

When is a tree removal permit necessary?

A Tree Removal Permit is required for the removal of any tree that is six (6) inches or greater in diameter when measured 4½ feet above existing grade.

The removal of **more** than ten (10) significant trees requires a Clearing and Grading Permit.

When is a tree removal permit not necessary?

A tree removal permit is not needed for emergency activities, routine maintenance (i.e., pruning), or for trees less than 6 inches in diameter measured 4 ½ feet above existing grade.

How many trees can I remove?

The maximum number of trees that can be removed per calendar year is 5 (five) trees per acre, but only for the purpose of thinning a heavily wooded area where remaining trees may benefit, or for maintaining the site's landscaped areas.

Trees deemed hazardous, dead, diseased, or dying per a certified arborist report do not count toward the maximum number of trees that can be removed per year as specified above.

If you wish to remove more than the maximum number of trees allowed per year, a written request for an exception addressing the criteria listed below is required.

Landmark trees:

Landmark trees are trees greater than 30 inches in diameter when measured 4½ feet above grade. Healthy landmark trees may not be removed unless an exception addressing the criteria below is granted.

Exception Criteria (RCDG 20D.80.20.090):

- A. The exception is necessary because:
 - (i) There are special circumstances related to the size, shape, topography, location or surroundings of the subject property; or
 - (ii) Strict compliance may jeopardize reasonable use of property;
 - (iii) Proposed vegetation removal, replacement, and any mitigating measures proposed are consistent with the purpose and intent of the regulations.
 - (iv) The granting of the exception or standard reduction will not be detrimental to the public welfare or injurious to other property in the vicinity.
- B. If an exception is granted, tree replacement shall be at a minimum of three (3) trees for each significant tree removed.
- C. Proposed tree removal, replacement, and any mitigation proposed, are consistent with the purpose and intent of the regulations.

Is tree replacement required?

Each significant tree removed requires one (1) replacement tree. Three (3) replacement trees are required for each tree removed if an exception as described above is granted. All replacement trees must be planted on site with a specie native to the Pacific-Northwest. Otherwise, a fee-in-lieu of replacement must be paid to the City. Replacement trees are not required for trees deemed dead, diseased, dying or otherwise hazardous per a certified arborist report.

How do I obtain approval for tree removal?

Fill out & submit to the Planning Department for review the attached tree removal permit application. The current fee for a multifamily/commercial tree removal permit is \$50 per acre plus a 3% technology surcharge fee.



MULTIFAMILY/COMMERICAL TREE REMOVAL PERMIT APPLICATION:

FILE NUMBER: _____ **DATE SUBMITTED:** _____

I. Application Requirements: To be submitted with Tree Removal Permit Application.

- A. **Photos** of the trees proposed for removal are required
- B. **A sketch of the property is required**, with a north arrow, showing the following information:
 - 1. Four (4) property corners of the subject property, existing structures, driveway, and adjacent street
 - 2. Location of trees proposed for removal. Each tree shall be numbered and shall correspond to the numbered list below.
 - 3. General location of replacement trees, if required.
- C. If a healthy **landmark tree** is proposed for removal, or you are proposing to remove more trees than allowed, the applicant must provide a written request for an exception, addressing the criteria listed on the cover sheet per RCDG Section 20D.80.20-090.
- D. Submit a signed copy of an **arborist report** prepared by a certified arborist for any tree(s) you wish to be considered as dead, diseased, dying, or hazardous.
- E. A **fee** of \$50.00 (plus a 3% technology surcharge) per acre of ground disturbance is required.

II. Application Information: - To be filled out by property owner.

Name _____ Address of property owner _____
Phone Number _____ Address of subject site _____
Tax Lot Number _____ Size of subject property _____
Location of trees to be removed (front, side, or rear yard) _____

The following trees are proposed for removal:

Diameter of tree 4.5 feet above grade (DBH)	Species of Tree	✓ if tree is unhealthy or hazardous	✓ if tree is within a critical area (wetland, steep slope, etc)	✓ if tree is within a native growth protection easement
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Removal of more than 10 trees 6" or greater in diameter requires submittal of a Clearing and Grading Permit

Replacement trees are proposed as follows (include size and species of each tree to be planted):

By my signature, I certify that I am the property owner or authorized to file this application on his/her behalf.

Signature

Date